



Job Posting

Position Title: Executive Director, Office of Accountability

Reports To: Assistant Commissioner of Assessment, Accountability, and Data Governance

Position Description:

The Executive Director of the Office of Accountability will be responsible for state accountability systems, with the ultimate goal of increasing student academic achievement. The incumbent will lead all processes related to district and school accountability as outlined in *TNSucceeds*, including complying with all ESSA provisions. The office will compile student assessment data and compute district determinations and school grades as prescribed in the state accountability framework approved through the U.S. Department of Education. The office will support district and stakeholder understanding of the framework, as well as partner with other TDOE offices to provide actionable data related to performance goals and targets. The office will also oversee the graduation cohort data collection, review, and tabulation.

Specific Position Responsibilities:

- Supervise and direct staff in the Office of Accountability to ensure compliance with the federal and state laws. Coordinate and manage school and district accountability systems and platforms.
- Produce school grades and district accountability designations. Maintain all relevant documentation, including business rules, protocols, and data definitions. Provide training and support to CORE offices and district personnel.
- Provide effective written and verbal communication on all matters related to accountability, leveraging a variety of mediums and formats.
- Continuously improve and innovate, to optimize accountability framework as a strategic policy lever.
- Oversee maintenance of accountability application, graduation cohort application, and other necessary platforms in partnership with Technology division.
- Collaborate with other divisions and offices to develop data tools and support research and evaluation.
- Build communities of practice with state education agencies to identify best practices and cultivate strategic relationships.
- Maintain professional and productive relationships with districts, federal agencies, other external stakeholders, internal stakeholders, and direct reports.
- Serve on the Division leadership team and support cross division operations.
- Perform other duties as assigned and/or as necessary to achieve strategic objectives.



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Qualifications:

The ideal candidate will have:

- Minimum of three years of progressive experience in data analysis and research and seven years of professional experience in education, policy, management or a related field.
- Master's degree in education, policy, statistics or related field required.
- Strong planning, organization, and project management skills, with the ability to identify numerous dependencies and develop a comprehensive, technical plan of action.
- Results-oriented, hands-on, team player with a demonstrated ability to work in a fast-paced, high energy environment while meeting multiple deadlines and completing multiple tasks.
- Strong critical thinking skills including exceptional analytic, strategic, and problem-solving skills.
- Extensive knowledge of Excel and R and/or STATA statistical software
- Experience with data modeling, database design, implementation and management.

Successful candidate will exhibit the following:

- Excellence
- Optimism
- Sound Judgment
- Courage
- Teamwork

Salary and Benefits:

Salary is competitive and commensurate with qualifications. In addition, a [comprehensive benefits package](#) is included.

To Apply:

Please e-mail the following to Mary Batiwalla (mary.batiwalla@tn.gov). While there is no application deadline, applicants will be screened on an ongoing basis.

- A cover letter describing your interest in this position
- A writing sample
- A resume or CV

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